

Macomb Community Action Advisory Board
Full Board
March 13, 2007

The Macomb Community Action Advisory Board met on Tuesday, March 13, 2007 in the Senior Citizens Auditorium, 21885 Dunham Rd., Suite 6, Clinton Township, MI.

MEMBERS PRESENT:

Norman Bordo, Chair
Mary George
John Bierbusse
Denise Amenta
Commissioner Doherty
Debi Schroeder
Susan Murphy
Fran Sturtz
Commissioner Camphous-Peterson
Commissioner Flynn
Linda Girolamo
Edward Dixon
Dorothy Upshaw
Eudora McKinney
Commissioner Slinde

MEMBERS NOT PRESENT:

Hazel Rivers
Commissioner Tocco
Pastor Mack
Nellie Martin
Deborah Guy
Ron Chriss

STAFF PRESENT:

Frank Taylor
Mary Solomon
Madeleine Olszak
Holly Ehrke

I. Call to Order/Pledge of Allegiance

The meeting was called to order by Chairman Bordo at 11:48 a.m.

All members were asked to rise and recite the Pledge of Allegiance. A moment of silence followed the Pledge of Allegiance.

II. Determination of a Quorum

It was determined that a quorum was established with 15 members present.

III. Approval of the Agenda

Commissioner Slinde supported by Denise Amenta, made a motion to approve the Agenda as submitted. Motion carried.

IV. Approval of December 12, 2006 Minutes

Mary George supported by Fran Sturtz, made a motion to approve the December 12, 2006 minutes as submitted. Motion carried.

V. Public Comment

Chair Bordo stated that this committee operates under the Open Meetings Act and asked if anyone was present who wished to address the Committee. There being no one present requesting this privilege, Chair Bordo proceeded with the meeting.

VI. Community Presentation

Susan Murphy, United Way Macomb County Area Director, presented information on United Way. She distributed a brochure on United Way for Southeastern Michigan and a flyer for "Understanding the Community Impact: A Forum on Foreclosure".

Discussion and Questions followed the presentation.

VII. Chairperson's Report

Chair Bordo introduced Commissioner Doherty to the Board members.

Chair Bordo presented the following for Board members review:

- MCAAB Member Roster
- Committee Assignments
- Committee Responsibilities

Chair Bordo requested Board members to see Holly if there were any corrections to the MCAAB Member Roster and Committee Assignments.

VIII. Committee Reports **Executive Committee**

Chair Bordo presented the following recommendation for the Board members approval.

1. Recommendation to Receive SMART Specialized Services Grant Funds

Chair Bordo reviewed the SMART Specialized Services Grant with Board members.

Discussion and questions followed.

Commissioner Doherty supported by Commissioner Camphous-Peterson, made a motion to receive and file the SMART Specialized Service Grant funds. Motion carried.

2. Recommendation to Receive Department of Energy Redistribution Funds

Chair Bordo reviewed the Department of Energy redistribution of funds.

Discussion and questions followed.

Commissioner Flynn supported by Commissioner Doherty, made a motion to receive and file the Department of Energy Redistribution funds. Motion carried.

3. Recommendation to Receive Earned Income Tax Credit (EITC) Grant Funds

Chair Bordo reviewed the Earned Income Tax Credit (EITC) Grand funds.

Discussion and questions followed. Ms. Murphy stated she would email a list of Macomb County Volunteer Income Tax Assistance (VITA) locations to Mr. Taylor for distribution to the MCAAB Board members.

Commissioner Doherty supported by Commissioner Slinde, made a motion to receive and file the Earned Income Tax Credit Grant funds. Motion carried.

4. Recommendation to Receive MPSC/Weatherization & Client Education Funds Through the Department of Human Services

Chair Bordo reviewed the MPSC/Weatherization & Client Education Funds through the Department of Human Services.

Discussion and questions followed.

Dorothy Upshaw supported by John Bierbusse, made a motion to receive and file the MPSC/Weatherization & Client Education funds through the Department of Human Services. Motion carried.

5. Recommendation to Receive MPSC/Energy Assistance Funds through the Michigan Community Action Agency Association

Chair Bordo reviewed the MPSC/Energy Assistance Funds through the Michigan Community Action Agency Association.

Discussion and questions followed.

John Bierbusse supported by Commissioner Slinde, made a motion to receive and file the MPSC/Energy Assistance funds through the Michigan Community Action Agency Association. Motion carried.

Program Planning & Evaluation Committee Report

Mary George presented the following recommendation for the Board members approval.

Board members discussed and asked questions regarding the Program Planning and Evaluation Committee Reports before approving them.

1. Recommendation to Receive and File Component Reports

Ms. Solomon stated MCCSA was working on plans to expand the Commercial Driver's License Program. Plans are underway to begin providing CDL training to clients referred by the Michigan Rehabilitations Services, as well as private pay students. As updates occur, the Board will be notified.

Dorothy Upshaw supported by Denise Amenta, made a motion to receive and file the Program Component Reports. Motion carried.

2. Recommendation to Receive and File Results Oriented Management & Accountability (ROMA) FY 2007 First Quarter Report

Commissioner Doherty suggested that in the future we may want to include graphics with the Results Oriented Management and Accountability (ROMA) report.

John Bierbusse supported by Commissioner Camphous-Peterson, made a motion to receive and file the Results Oriented Management & Accountability (ROMA) FY 2007 First Quarter Report. Motion carried.

3. Head Start Policy Council Update

Ms. George reported:

- All members of the Board should have received the January 17th Policy Council minutes.
- Policy Council received reports on the February 15th "Beat the Winter Blues" and the March 29th "It's a Small World" Parenting Events.
- The Head Start Self Assessment results were discussed.
- Shut-off notices and where to go for help was discussed.
- There was a discussion on the English Language Learner Grant.
- The next Head Start Policy Council Meeting will be held March 21, 2007.

Discussion and questions followed.

Ms. McKinney stated she would provide copies of the Michigan Voter Registration Application so they can be forwarded to Ms. George.

4. Community Needs Assessment Update

Mr. Taylor presented information on the Community Needs Assessment. Macomb County Community Services Agency will be collaborating with United Way of Southeastern Michigan in the preparation of the Assessment. Mr. Taylor stated on March 1st, he met with Kurt Metzger and Susan Murphy to discuss the Community Needs Assessment requirements. As updates occur, the Board will be notified.

Budget Committee Report

John Bierbusse presented the following recommendations for the Board members approval.

Board members discussed and asked questions regarding the Budget Committee Reports before approving them.

1. Recommendation to Receive and File Budget Summary Report

Commissioner Doherty requested an analysis of the level of services compared to operating costs and annual funding levels.

Norman Bordo supported by Mary George, made a motion to receive and file the Budget Summary Report. Motion carried.

2. Recommendation to Receive and File Special Assistance Grants Progress Report

Norman Bordo supported by Mary George, made a motion to receive and file the Special Assistance Grants Progress Report. Motion carried.

3. Recommendation to Receive and File Five Year Comparison on Major Funding Sources Report

Commissioner Doherty supported by Commissioner Camphous-Peterson, made a motion to receive and file the Five Year Comparison on Major Funding Sources Report. Motion carried.

4. Recommendation to Receive and File Cash Donations Progress Report

Commissioner Camphous-Peterson supported by Commissioner Doherty, made a motion to receive and file the Cash Donations Progress Report. Motion carried.

5. Recommendation to Receive and File Cash Management Report

Commissioner Doherty supported by Commissioner Camphous-Peterson, made a motion to receive and file the Cash Management Report. Motion carried.

6. Recommendation to Receive and File Financial Detail Senior Nutrition Program Report

Commissioner Camphous-Peterson supported by Denise Amenta, made a motion to receive and file the Financial Detail Senior Nutrition Program Report. Motion carried.

IX. New Business

1. Recommendation to Receive \$142,102 from the FEMA Emergency Food and Shelter Program (EFSP) through United Way of Southeastern Michigan

Ms. Solomon reviewed the FEMA Emergency Food and Shelter Program (EFSP) administered through United Way of Southeastern Michigan.

Discussion and questions followed.

Commissioner Camphous-Peterson supported by John Bierbusse, made a motion to receive and file the FEMA Emergency Food and Shelter Program (EFSP) for \$142,102 through United Way of Southeastern Michigan. Motion carried.

X. Director's Report

Mr. Taylor reported on the following:

- March has been designated as "Reading Month". The Head Start program requested if Board members would like to volunteer to read to the children to contact the Head Start Office at 586-469-5215.
- The Head Start follow-up monitoring visit occurred on March 7th, 8th and 9th. As soon as the Head Start follow-up Monitoring Review report becomes available, the Board will be updated.
- Mr. Taylor explained projected major funding sources for 2007. Mr. Taylor noted that most of the funding will stay the same for 2007 with the exception of Department of Energy Weatherization Assistance Program (DOE) and the Low-Income Home Energy Assistance Program (LIHEAP).

Discussion and questions followed.

XI. Announcements/Emerging Issues

Ms. Solomon announced that the Macomb Food Program Elimination Raffle will be held Thursday, March 15, 2007. She stated all the tickets have been sold.

Mr. Taylor announced that Agostinho Fernandes, President of Gleaners Community Food Bank, has been in contact with an anonymous donor who will contribute \$50,000 per year for 5 years for the purchase of food for Head Start children.

Commissioner Flynn announced the Board of Commissioner Full Board will be held March 22, 2007 at 7:00 p.m.

Denise Amenta announced on April 26th there will be a "Spring for the Homeless" Charity Banquet. The event will be held DeCarlo's Banquet and Convention Center in Warren. Tickets are \$25.00. For further information contact Ms. Amenta.

XII. Schedule Next Full Board Meeting – 6/12/07 at Greater New Hope Baptist Church

XIII. Adjournment

John Bierbusse supported by Commissioner Slinde, made a motion to adjourn at 1:35 p.m. Motion carried.

Respectfully submitted,

Holly Ehrke, Secretary